

To: Test Coordinators, Principals, and Superintendents
From: Tim Kurtz, 271-3846, Timothy.Kurtz@doe.nh.gov
Re: NECAP Science Memo – 2012
Date: Monday, May 16, 2012

This memo addresses many aspects of the 2012 NECAP Science assessment. Please share with appropriate staff. This email includes three (3) attachments:

- a pdf version of this notice
- the NimbleTools notice, and
- a copy of the i4see Notice (previously sent to your i4see coordinators).

Important Dates

March 27/28 NimbleTools WebEx (see attached NimbleTools notice)
March 29 First Round Labels due (see attached i4see email)
April 9 Test Admin Workshop (see below)
April 23 Test materials start to arrive in schools
April 30 Test Admin Workshop (see below)
May 1 Second Round Labels due (for delivery during 2nd week of testing)
May 7 Last day to request an (O) Other accommodation
May 7-24 Testing Window
May 24 Last day to request an SASC
May 25 One day UPS Pick-up of secure test materials

Workshops

We will be running three test administration training opportunities: one WebEx and two face-to-face workshops. One of the face-to-face workshops will happen prior to spring break and one will happen right after spring break. To register, please go to: <http://iregister.measuredprogress.org>, then select “New England Common Assessment Program”, and select the workshop you wish to attend.

April 9	SERESC, Bedford	1:00 PM - 3:30 PM
April 30	Grappone Center, Concord	9:00 AM - 11:30 AM
April 12/13	WebEx*	

* Vermont is hosting a live Webinar on April 12 or 13. NH teachers are welcome to attend. Registration for this Webinar should be open by the beginning of April.

Labels

Round 1 Label requests are due to the Department through the i4see system by March 29 (for delivery to MP on April 2). Labels requested in this round will be delivered with test materials prior to testing. Remember to include all out-placed students (in the appropriate grades) in this submission.

Round 2 Label requests may be uploaded through i4see April 9-May 1 (for delivery to MP on May 2). Labels requested in this round will be delivered during the second week of testing.

Participation

All students currently enrolled in grades 4 or 8 take the NECAP Science test. At high school, all students who are enrolled in grade 11 or higher for the first time (as of May 15, 2012) take the NECAP Science test. This means that the **following Grade 11 students do not take the science test:**

- students who were enrolled in grade 11 last year (on May 15, 2011 as reported in the i4see EOY enrollment files),

But the **following Grade 12 students do take the science test:**

- students who are in grade 12 this year, but were in grade 9 or 10 last year (on May 15, 2011 as reported in the i4see EOY enrollment files).

Please feel free to contact me should you have questions.

O-Other Accommodations

All request for O-Other accommodations are due to Gaye Fedorchak (Gaye.Fedorchak@doe.nh.gov) by May 7, 2012. Approved requests will be issued a validating email receipt. Unapproved O-Other Accommodations will be treated as modifications that will invalidate affected test questions. Forms (to be faxed) may be found on page 37 (last page) of the [NECAP Accommodations Guide - NH Edition \(revised Aug 2010\)](#) found at the Fall 2011 NECAP Test Administration page:

<http://www.education.nh.gov/instruction/assessment/necap/admin/admin11.htm>

SASC – State Approved Special Considerations

All requests for a State Approved Special Consideration (exemption for approved reasons) are due to Tim Kurtz (Tim.Kurtz@doe.nh.gov) by May 24, 2012. Approved requests will be issued a validating email receipt. Forms (to be faxed) may be found within the document: [Request for State Approved Special Consideration 2011-2012](#) found at the Fall 2011 NECAP Test Administration page:

<http://www.education.nh.gov/instruction/assessment/necap/admin/admin11.htm>

NimbleTools – On-line delivery of Accommodations

This is the last year we will be offering schools the option to administer accommodations for the science test on-line with NimbleTools. If you are interested in using this system for the last time, please read the attached document carefully. It contains a critical date for the WebEx (offered twice: March 27 and again on March 28).

Inquiry Tasks

This year, the Inquiry Task at grade 4 will be hands on, and the Inquiry Tasks at grades 8 and 11 will be not be hands on.